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Ontario Ministry
of Culture and
Recreation

Materials and Services

Gouvernement
Publications

CA20N
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for teachers of English
as a second language



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ESL publications for teachers

English Structure Handbook

A handbook covering the grammatical structures necessary for the teaching of English. Included are sections on the parts of speech, sentence patterns, the noun phrase, the verb phrase, and sentence relationships.

Teaching English as a Second Language — A Methodology

Handbook covering major aspects of language teaching, including the development of listening, pronunciation, reading, writing, and vocabulary skills, classroom aids, lesson planning and assessment.

Teaching Pronunciation to Chinese Learners of ESL

Includes sections on cultural and physical factors, interference of Chinese phonology, drills and exercises.

The Sound System of English

Contains sections on stress and rhythm, intonation, vowels, consonants and contrastive studies.

Using Newspaper Stories to Teach ESL

How to use current newspaper articles to stimulate students to ask questions in a natural manner.

A Selected Annotated Bibliography for Teacher Training in Canada 1976

An annotated list of 64 books and several journals recommended for teachers of English as a second language.

Annotated Bibliography of ESL Testing

A guide to tests and materials on testing theory available for the teaching of English as a second language.

Annotated Bibliography of English for Special Purposes

A guide to practical and theoretical materials available for the teaching of English as a second language for special purposes to specific groups, e.g. engineering, science, trade and commerce, medicine, etc.

Directory of TESL Training Courses

A guide to teacher training programs in English as a second language that are offered at universities and colleges across Canada and at teachers' colleges and community colleges in Ontario.

Themes and Tools for ESL: How to Choose Them and How to Use Them

A booklet that gives a guide to ESL teachers for selecting themes and tools for their classes, with the help of their students, that involve relevant and meaningful discussions.

The Immigrant Student in Secondary School

A special edition of TESL TALK, September 1976, which contains 15 articles of particular interest to teachers and administrators at the secondary school level.

By Subscription

TESL TALK

Quarterly with articles on classroom techniques, cultural backgrounds of new Canadian students, conference calendar, description of publications and more.

There is an index available listing all the articles published in the past several years.

Community Classes Newsletter

Replaces Parents and Pre-Schoolers Newsletter. Bi-monthly publication for community-based English language programs. Aims at helping staff in these programs to get to know one another and to share ideas.

Pre-school ESL

Songs and Games

For teaching pre-school children English as a second language.

The ESL Nursery Program

This booklet provides the basic background information to the successful operation of an ESL Nursery.

Ideas for the ESL Nursery

This booklet offers practical ideas regarding the creation of a favorable learning environment, choice of appropriate equipment and suggested teaching techniques, all of which are essential to the development of a successful ESL Nursery Program.

Language Development in the Pre-school Child

This booklet examines the characteristics of various stages of language development in young children, some theories about the nature of language acquisition and the relationship between language development and other aspects of child development.

Chinese Mothers and Children at Rhodes Avenue English Classes

This booklet investigates some familial influences on socialization — specifically, the influences of the child-rearing pattern of the Chinese mother upon child behavior.

ESL course material for class and home study

Introduction to Canadian English

Book I, revised edition.

New edition of the Carson Martin text by Cynthia Malik and Judy Rapoport. Each lesson in the Teacher's Handbook contains a chart of new patterns and vocabulary, structure notes, conversation practices, pronunciation hints and suggested language aids and games. The Student's Workbook contains pictures, stories and dialogues with accompanying comprehension questions.

Student's Workbook (Basic Level)

Teacher's Handbook (Basic Level)

Introduction to Canadian English

Book II, revised edition.

New edition of the Carson Martin text prepared by Lillian Butovsky and Esther Podoliak. Each of the 50 lessons introduces one or two language items in the context of a realistic dialogue or narrative illustrated by a series of cartoons. Exercises range from highly controlled to freer types. Many of the readings deal with life in Ontario. Since the Teacher's Handbook constitutes the entire course, teachers are advised to work from it and not the Student's Workbook.

Student's Workbook (Intermediate and Advanced Levels)

Teacher's Handbook (Intermediate and Advanced Levels)

Introduction to Canadian English

Distributed free of charge throughout Ontario to classes for *adult* new Canadians, programs funded by Manpower excepted.

Tapes for Introduction to Canadian English

Cassette tapes for Books I and II available on loan or for purchase. Write or telephone for loan order form. See page 19.

Newcomer News

A graded English-language newspaper published twice a month during the school year. Articles at all levels. When ordering a subscription, please state how many copies of each issue and how many Teachers' Notes (published intermittently) you require.

Special July 1st Edition of *Newcomer News*. Contains articles on federal and provincial elections, the citizenship court ceremony, Canada's history since Confederation, the Native people of Ontario and short histories of some of the immigrant groups who have helped develop and enrich Canadian life.

Life in Ontario — An Audio/Visual Series

Developed for teaching orientation and English as a second language to Ontario *adult* newcomers. Each kit contains: three to six filmstrips, cassette tape, teacher's manual and student aids (black and white reproductions of the filmstrips with printed captions).

Life in Ontario is distributed free to adult programs in Ontario (only one series per school). Kits can be purchased for school-aged and out-of-province programs. Prices as indicated.

A Geography of Ontario \$15.00

Insurance \$15.00

Canada's Government \$25.00

Italian-English Medical Phrase Book

Portuguese-English Medical Phrase Book

Spanish-English Medical Phrase Book

These booklets provide vocabulary and phrases useful for a visit to the doctor, and a stay in the hospital.

Frases en Ingles Para Defenderse

(Spanish/English Phrase Book)

This book contains essential phrases, in English with the Spanish translation, that a newcomer needs in general and specific situations such as visiting the doctor, banking, looking for accommodation, etc.

There are introductory chapters in Spanish on English pronunciation and grammar. The first section deals with general topics such as greetings, numbers, personal information, etc. and the second section with specific topics.

Seven audio tapes containing practice in English pronunciation and the English phrases in the book, accompany the text.

The book costs \$2.50 per copy and the tapes \$10.00 plus tax per set of seven.

They are available from:

For mail orders

Publications Centre
Ministry of Government Services
880 Bay Street
5th Floor
Toronto, M7A 1N8

For personal pick-up only

Ontario Government Bookstore
880 Bay Street
Toronto, Ont.

Please make cheque or money order payable to the Treasurer of Ontario.

**Prime Frasi D'Inglese
(Italian/English Phrase Book)**

Available January, 1979

For description and price see Spanish/English Phrase Book.

Resource publications for newcomers and teachers

Newcomers Guide to Services in Ontario

A revised publication incorporating the previous Handbook for Counsellors to Newcomers.

Available free to newcomers and teachers/counsellors working with newcomers; provides a complete outline of resources and services in Ontario.

Translated editions of the previous Newcomers Guide are available in the following languages: Finnish, French, German, Greek, Italian, Korean, Polish, Portuguese, Serbo-Croatian and Spanish.

Translated editions of the revised Newcomers Guide to Services in Ontario will be available early 1979 in the following languages: Urdu, Punjabi and Arabic.

1978-1979 Directory of ESL Classes and Service Centres for Newcomers

A list of ESL classes, community information, immigrant aid, and legal service centres.

Newcomer Services Branch

A brochure describing the Newcomer Services Branch (formerly called the Citizenship Branch) of the Ontario Ministry of Culture and Recreation.

What You Need to Know

Etobicoke

Scarborough

North York

Toronto

Area directories to services needed by newcomers.

To order contact:

Neil Anderson

Ontario Welcome House

8 York Street

Toronto, M5J 1R2

Telephone: 965-3021

ESL services

ESL Library

Resource Centre

Ministry of Culture and Recreation

9th Floor, 77 Bloor Street West

Toronto, M7A 2R9

Hours: 8:30 a.m. to 4:30 p.m.

Approximately 3,000 volumes on ESL and orientation topics are contained in the separate ESL collection of the Resource Centre. In the summer, this collection is located at the Ministry of Education TESL summer course. During the rest of the year, two books may be held by each borrower at any one time. The loan period is two weeks. Teachers outside Toronto can order by mail. Out-of-town borrowers may have a limit of two books mailed to them for a loan period of four weeks.

Major periodicals in ESL are located in the ESL collection on the shelves facing the reading room. Periodicals do not circulate. They may be read in the library during library hours.

Materials on adult education (other than literacy), social and cultural, and citizenship topics are available from the main Resource Centre collection.

Document Files

Newcomer Services Branch

Ministry of Culture and Recreation

5th Floor, 77 Bloor Street West

Toronto, M7A 2R9

Hours: 8:30 a.m. to 5:30 p.m.

Inquire at reception desk.

ESL, orientation, adult education, social and cultural and citizenship materials in the form of articles, pamphlets, publishers' catalogues, bulletins and newsletters. These files are particularly useful for orientation materials.

There is a desk copy of the documents index to facilitate your search.

Documents do not circulate. There is a reading table where they may be studied. A limited amount of photocopying may be done; ask any member of the Language Training Unit staff. Multiple copies of an article cannot be provided.

Seminars and Workshops

The Newcomer Services Branch offers seminars and workshops for ESL teachers throughout the province. For a list of locations, times and themes write to:

Orientation Unit
Newcomer Services Branch
5th Floor, 77 Bloor Street West
Toronto, M7A 2R9
or telephone 965-2285

Telephone Tutoring

A telephone tutoring program for Spanish-speaking learners. For more information write:

Language Training Unit
Newcomer Services Branch
5th Floor, 77 Bloor Street West
Toronto, M7A 2R9
or telephone 965-4331

Other sources

Other materials and services of interest to ESL teachers are available from:

Fran Robertson
Communications Directorate
Department of the Secretary of State
Ottawa, Ont. K1A 0M5
Telephone 996-2890

Free publications available from the above:

1. About Canadian Citizenship
2. Courts of Canadian Citizenship
3. Language and Canadian Citizenship
4. The Canadian Citizen
5. A Look at Canada
6. O Canada
7. God Save the Queen
8. Posters

Language Bureau
Civil Service Commission
Killeany Building
460 O'Connor Street, Room 613
Ottawa, Ont.
Telephone: 995-2921

Multicultural Development Branch
Ontario Ministry of Culture and Recreation
5th Floor, 77 Bloor Street West
Toronto, M7A 2R9

The activities of this branch include: workshops, conferences and professional development seminars for teachers, health workers and other professionals who come in contact with ethnocultural groups to increase awareness of specific cultural concerns, problems and sensitivities; development of printed materials and audio-visual aids; development of special programs pertaining to the sharing of concerns in intercultural or race relations.

TESL Association of Ontario

P.O. Box 7014

Station A

Toronto, M5W 1X7

An association for all those interested in the teaching of ESL. Affiliate associations in Toronto, Ottawa, London and North York.

Films and videotapes

The following materials are available on loan without charge from the Ministry of Culture and Recreation, Resource Centre, to Ontario ESL programs.

FILMS

Classroom Demonstration Films

Prepared by Ontario Newcomer Services Branch and featuring demonstration teachers from this branch and a number of boards of education.

Children's Classes

Teaching a Children's Story	b & w, 12 minutes
The Use of Puppets	b & w, 12 minutes
The Experience Chart	color, 22 minutes
Language Games	color, 18 minutes
What a Lovely House	b & w, 20 minutes

Adult Classes

The Use of Wall Charts	
for Pattern Practice	b & w, 12 minutes
English Sentence Rhythm	b & w, 18 minutes
Teaching Advanced Verb	
Patterns	b & w, 12 minutes
Teaching a Conversation	b & w, 20 minutes
Making Grammatical	
Drills Interesting	color, 20 minutes
Cumulative Oral Drills	color, 20 minutes
Two and Three-Word Verbs	color, 20 minutes
The Modals	color, 35 minutes
Towards Free Conversation	color, 35 minutes

Films on Language and Language Learning

Four films produced by the Modern Language Association. Note: There is only one copy of each film.

The Nature of Language and	
How it is Learned	b & w, 30 minutes
The Sounds of Language	b & w, 30 minutes

Organization of Language	b & w, 30 minutes
Words and Their Meaning	b & w, 30 minutes

Language and Linguistic Series

Films produced by Dr. Henry Lee Smith, University of Buffalo for the Metropolitan Educational TV Association, New York City.

Introduction to Language and Linguistics	b & w, 30 minutes
Language and Writing	b & w, 30 minutes
The Linguistics Approach to Language Learning	b & w, 30 minutes

VIDEO TAPES

Non-Dialogue Film Technique

in Teaching English as a Foreign Language

Mary Lawrence, b & w, 1/2", 25 minutes.

Mary Lawrence demonstrates how a 16mm film without a voice track can be used effectively in an ESL classroom. By stopping the film at appropriate points, the teacher gives students opportunities to comment on what has happened, on what they think will happen next, and to take part in role-playing and dramatization.

Current Trends and Controversies

in Language Teaching

Dobson and Newton, b & w, 1/2", 30 minutes.

Presents a brief look at two main schools of language-teaching theory: the Audio-lingual and the Cognitive Code. In the course of their discussion, Newton and Dobson outline the basic tenets of each theory, point out some of the positive and negative aspects of each and give brief illustrations of how views of either school might be reflected in classroom methodology.

Visual Aids in Language Teaching

Geis and Dobson, b & w, 1/2", 30 minutes

Geis and Dobson begin with the assumption that no one can seriously question whether visual aids have a place in the language classroom. They then proceed to comment on different things that the teacher might find useful. They also demonstrate a simple exercise using two pencils which illustrates several points of the film: visual aids can be very simple; simple aids can often evoke a great

deal of language; concrete objects make the teacher's work easier, and with such aids the teacher can say less and the student more.

Teaching ESL at the Elementary Level

Series of lectures by Pauline Bergia on teaching school-aged students. Lectures were taped at the 1974 Summer Course for teachers of English as a second language.

Games	b & w, ½ ", 20 minutes
Field Trips	b & w, ½ ", 30 minutes
Basic Tutorial Sessions and Conversations	b & w, ½ ", 45 minutes
Use of Stories	b & w, ½ ", 18 minutes
Use of Books	b & w, ½ ", 35 minutes
Reporting and Evaluation	b & w, ½ ", 35 minutes
Timetabling and Classroom Arrangement	b & w, ½ ", 40 minutes

Teaching ESL to Native Students

The following video tapes were made at the TESL Conference in Thunder Bay, April 3, 1976.

Basic Techniques for Teaching ESL to Native Children

Workshop Leader: Ifka Filipovich

Presents discussion and demonstration of practical methods and techniques for teaching ESL to native children.

Content of ESL Curriculum for Native Students

Workshop Leader: Ian Martin, Lena White

Shows a discussion of several inter-related aspects of the total language teaching operation in native education.

A Birdseye View of Cree and Ojibwe Languages

Workshop Leader: Mary Mitchell

Discussion of various characteristics of the Cree and Ojibwe languages and the problem areas for native speakers of these languages learning English as a second language.

How to Order Audio-Visual Material

Items may be borrowed through the Field Office Consultant at the Ministry of Culture and Recreation offices listed in this booklet.

Because there are a great many groups who want to use the collection, the Resource Centre follows a few ground rules.

1. Materials should be returned within 24 hours of use.
2. If you are in the Metro Toronto area, please make your own arrangements to pick up and return material to the Resource Centre.
3. There is no rental charge, but borrowers are responsible for return bus express. If the material is damaged by misuse, we expect the borrower to make it good. If the visual aids are abused, service to that particular borrower will be discontinued.
4. Resource materials are for education only, not for entertainment or private use. They may not be copied. Admission may not be charged for showings, nor may the borrower lend the material to another group.
5. Securing the proper viewing equipment is the responsibility of the borrower. It should be compatible — video equipment for video tapes; slide projectors for slide presentations; 8 or 16mm projectors for films; Super 8 film loop projectors for film loops, and so on. Only experienced operators should handle equipment.

Field offices

Northwest Region

435 James St. S.,
Box 5000,
Thunder Bay, P7C 5G6
Phone 807-475-1255

479 Government Road
Box 3000,
Dryden, P8N 3B3
Phone 807-223-2271

Northeast Region

215 Oak Street East,
North Bay, P1B 1A2
Phone 705-474-3821

390 Bay St., 3rd Flr.
Sault Ste. Marie,
P6A 1X2
Phone 705-942-3751

1760 Regent St. S.,
Sudbury, P3E 3Z8
Phone 705-522-1416

22 Wilcox St., 2nd Flr.
Timmins, P4N 3K6
Phone 705-267-7117

Eastern Region

1 Nicholas St.,
11th Floor,
Ottawa, K1N 7B7
Phone 613-232-1116

210 Dundas St. E.,
Belleville, K8N 5G8
Phone 613-968-3474

1055 Princess St.,
Suite 304,
Kingston, K7L 5T3
Phone 613-542-7349

Central East Region

700 Bay St. 8th Flr.
Toronto, M7A 2R9
Phone 416-965-0283

114 Worsley St.,
Barrie, L4M 1M1
Phone 705-737-3301

340 George St. N.,
2nd Flr.
Peterborough,
K9H 7E8
Phone 705-748-3711

Central West Region

1083 Barton St. E.
2nd Flr.
Hamilton, L8L 3E2
Phone 416-549-2471

55 Erb St. E.,
Waterloo N2J 4K8
Phone 519-886-3520

Southwest Region

495 Richmond St.,
5th Flr.
London, N6A 5A9
Phone 519-438-2947

427 Tenth St.,
Hanover, N4N 1P8
Phone 519-364-1626

250 Windsor Ave.,
6th Flr.
Windsor, N9A 6V9
Phone 519-256-4919

How to get these materials and services

Contact:

Language Training Unit

Newcomer Services Branch

Ministry of Culture and Recreation

77 Bloor Street West, 5th Floor

Toronto, Ontario, M7A 2R9

Telephone: 965-4331 or 965-2285

To subscribe to *Newcomer News*, call 965-1192

All materials, except where otherwise stipulated, are available free of charge to teachers of English as a second language in Ontario.

Please be sure to state: name of program and/or institution, program level (K-6, 7-13, adult, part-time), your name and position, mailing address, and phone number.

Price List for Out-of-Province Orders

For the following publications, orders from outside the province of Ontario, or orders for programs in Ontario which are ineligible for free materials, should be sent along with payment to:
Publications Centre

Ministry of Government Services

880 Bay Street, 5th Floor

Toronto, Ont., M7A 1N8

Please make cheque payable to the Treasurer of Ontario.

An Annotated Bibliography for Teacher Training in Canada 1976	\$.35 each
Introduction to Canadian English	
Teacher's Handbook I and II	3.00 each
Student's Workbook I and II	2.00 each
English Structure Handbook	1.00 each
TESL — A Methodology	1.00 each
The Sound System of English	.50 each
Teaching Pronunciation to Chinese Learners of English	.25 each
Newcomers Guide to Services in Ontario	1.25 each
Frases en Ingles para Defenderse	2.50 each
Audio Tapes (Frases en Ingles para Defenderse) per set	10.00 plus tax
The Immigrant Student in Secondary School	1.00 each
Using Newspaper Stories	1.00 each
Songs and Games for Preschool Children	.50 each
Annotated Bibliography of ESL Testing	2.00 each
Annotated Bibliography of English for Special Purposes	1.00 each

ORDER FORM

Type of Program _____

Institution _____

Ship to _____

Address _____

Postal Code _____

Title

Quantity

Type of Program _____
Institution _____
Ship to _____
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Ontario Ministry
of Culture and
Recreation

Citizenship
Division

Hon. Reuben C. Baetz
Minister
Robert D. Johnston
Deputy Minister